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**Board of Directors**  
**COMMUNITY HEALTH INVESTMENT**  
**COMMITTEE MEETING**  
**Monday, July 15, 2024**  
**5:00 - 6:30 PM**

**A G E N D A**

- 1. Call to Order**
- 2. Welcome & Introductions**
- 3. Review 2024 Community Health Investment Fund Expenditures:** Pg. 1-4
  - a. Impact Partners Program
  - b. Community Grants Program
  - c. Health Workforce Tuition Assistance Program
  - d. Community Support Funds - Small Grants, Sponsorships/Events and Memberships
- 4. 2025 Grant Cycle:**
  - a. Community Health Investment Committee Charge Pg. 5-6
  - b. Community Grant Program Policy, Eligibility, Funding Priorities Pg. 7-8
  - c. 2025 Budget Pg. 9
  - d. LOI Overview and Criteria Pg. 10-13
  - e. Committee Meeting Schedule & Work Plan Pg. 14
- 5. Committee Bios** Pg. 15-17
- 6. Adjournment**

IMPACT PARTNERS Budget - \$742,000	ANNUAL AWARD	Focus Area(s)
Lucile Packard Foundation for Children's Health	\$ 175,000	Preventive Health
Samaritan House - Free Clinic of San Mateo	\$ 312,930	Preventive Health
Mission Hospice	\$ 169,290	Healthy Aging
Ombudsman Services of San Mateo County	\$ 71,280	Healthy Aging
<b>Total Awarded</b>		<b>\$ 728,500</b>

COMMUNITY GRANTS Budget - \$1,183,000	ANNUAL AWARD	Focus Area(s)
Catholic Charities CYO of the Archdiocese of San Francisco - Adult Day Care San Mateo	\$ 50,000	Healthy Aging
Jewish Family and Children's Services - Center for Dementia Care	\$ 30,000	Healthy Aging
Peninsula Family Service - Peer Counseling Program	\$ 40,000	Healthy Aging
Peninsula Volunteers, Inc. - Meals on Wheels Caminar	\$ 55,000	Healthy Aging
Peninsula Bridge - Peninsula Bridge Mental Health Wellness Program	\$ 55,000	Mental Health
StarVista - Youth Mental Health Prevention Programming	\$ 30,000	Mental Health
Boys & Girls Club of the Peninsula - San Mateo Fitness Program	\$ 50,000	Mental Health, Health Equity, Preventive Health
The Latino Commission - Entre Familia Outpatient Program	\$ 35,000	Health
San Mateo Police Activities League - Promoting Healthy Futures	\$ 20,000	Mental Health, Health Equity
Peninsula Jewish Community Center - Pink Power	\$ 30,000	Equity, Preventive Health
Second Harvest of Silicon Valley	\$ 10,000	Preventive Health
Edgewood Center for Children and Families - Healthy Generations (Expansion of HealthyKin - Serving Vulnerable Kinship and TAY Residents)	\$ 50,000	Preventive Health
	\$ 35,000	Healthy Aging

CALL Primrose - Community Pantry	\$	20,000	Health Equity, Preventive Health
Villages of San Mateo County - Healthy Seniors at Home – Aging better in a caring “virtual village” community	\$	15,000	Healthy Aging
Vista Center for the Blind and Visually Impaired - Vision Loss Rehabilitation Program	\$	38,000	Healthy Aging
Anew Vista Community Services - Seniors: Embracing technology with competence and confidence!	\$	15,000	Healthy Aging
Burlingame Parks & Recreation - Let the Sunshine In	\$	10,000	Healthy Aging
CASA of San Mateo County - Serving the Youth Mental Health Needs in the PHCD geographic service area	\$	30,000	Mental Health
Community Overcoming Relationship Abuse (CORA) - Family Centered Mental Health Program	\$	45,000	Mental Health
Justice at Last - Mental Health and Access to Justice Program	\$	20,000	Mental Health
Kara - Bereavement Support, Grief Education, and Crisis Response	\$	25,000	Mental Health
Life Moves - Behavioral Health Program	\$	30,000	Mental Health
Foster City Village, Inc. - Inspired Aging / The Buddy Connection	\$	10,000	Mental Health, Healthy Aging
One Life Counseling Center - Free and Low-Fee Mental Health Counseling	\$	60,000	Mental Health, Health Equity
Fresh Approach - Promoting ‘Food as Medicine’ through Nutrition Education and Healthy Food Access	\$	25,000	Preventive Health
The HEAL Project - Farm Field Trip Program	\$	25,000	Preventive Health
Bay Area Community Health Advisory Council (BACHAC) - Community Mammogram Program	\$	35,000	Preventive Health
Healthier Kids Foundation - HearingFirst	\$	30,000	Preventive Health
Peninsula Family Y, a branch of the YMCA of San Francisco - Community Health Initiatives	\$	50,000	Preventive Health

AbilityPath - Adult Day Program: Pathways to Health & Wellness	\$	55,000	Preventive Health Preventive Health,
First 5 San Mateo County - Help Me Grow San Mateo	\$	60,000	Health Equity, Mental Preventive Health,
Breathe CA - Seniors Breathe Easy	\$	20,000	Healthy Aging
San Bruno Park School Park School District	\$	75,000	Preventive Health

**Total Awarded \$ 1,183,000**

*For 2023-2024 Budget, Smal Grants and Sponsorships/Events are one line item referenced as "Other Grants and Contributions" equaling \$75,000.*

SMALL GRANTS	AWARD	Focus Area(s)
San Mateo Age-Friendly Coalition - Villages of San Mateo County	\$ 10,000.00	Healthy Aging
SMUHSD - Mills High School Physical Education (PE) Heart Rate Monitors	\$ 8,798.53	Preventive Health

**Total Awarded \$ 18,798.53**

SPONSORSHIP/EVENTS/MEMBERSHIP	AWARD	Focus Area(s)
Burlingame Ave Event	\$ 3,000	Community Engagement/ Outreach
American Cancer Society	\$ 1,500	Community Engagement/ Outreach
San Mateo Area Chamber of Commerce: Fall Fest 2023	\$ 1,000	Community Engagement/ Outreach
Mills-Peninsula Hospital Foundation - Annual Luncheon	\$ 6,000	Community Engagement/ Outreach
San Mateo Daily Journal - Senior Showcase	\$ 950	Community Engagement/ Outreach
Millbrae Chamber of Commerce Japanese Cultural Festival	\$ 500	Community Engagement/ Outreach

NAMI SMC Walks Sponsorship	\$	2,500	Community Engagement/ Outreach
Burlingame Chamber of Commerce	\$	1,350	Community Engagement/ Outreach
Daily Journal - 2024 Senior Showcase	\$	595	Community Engagement/ Outreach
Millbrae Cultural Committee - 2024 Millbrae Lunar New Year Festival	\$	2,000	Community Engagement/ Outreach
College San Mateo - President's Advisory Council Dinner	\$	2,000	Community Engagement/ Outreach
AbilityPath - Power of Possibilities	\$	5,000	Community Engagement/ Outreach
The Rotary Club of Belmont and Redwood Shores - The Human Brain: A Holistic Approach to Brain Health	\$	2,500	Community Engagement/ Outreach
Rotary District 5150 - Rotary Better Together Multi-District Conference	\$	2,500	Community Engagement/ Outreach
StarVista - Mental Health Matters Annual Walk	\$	2,500	Community Engagement/ Outreach
Millbrae Recreation Department-Millbrae Rotary Mayor's Golf Tournament	\$	500	Community Engagement/ Outreach
Thrive Alliance Membership	\$	650	Membership
Grantmakers for Effective Organizations	\$	1,100	Membership
Burlingame Chamber of Commerce	\$	175	Membership
Foster City Chamber of Commerce: Annual Fee	\$	600	Membership
<b>Total Awarded</b>			<b>\$ 36,920</b>

**Grand Total Awarded for 2024 \$ 1,967,219**



**BOARD OF DIRECTORS  
COMMUNITY HEALTH INVESTMENT  
COMMITTEE CHARGE  
2024**

**Purpose:**

The Committee acts as an advisory body to the Board by identifying and vetting opportunities to invest public funds in programs and services that will address the health needs of its constituents. The Committee's work is guided by the Board's vision, mission, and strategic direction and helps to ensure the District's investments address priority needs and achieve measurable improvements in the health outcomes of its residents.

The Committee advises the Board on District programs such as, but not limited to: Annual Community Grants, Community Education, multi-year Special Initiative recommendations, and Workforce Tuition Assistance.

**Primary Functions:**

1. Advising Board on community needs and District-proposed programs and projects to address those needs.
2. Conducting an annual review of the District's Community Health Investment programs.
3. Evaluating proposals for new Community Health Investment programs and Special Initiatives proposed by the Board, Strategic Direction Committee or District Staff.
4. Serving as the primary workgroup for the District's Community Grants Program including reviewing processes and procedures, reviewing, and evaluating grantee proposals, making funding recommendations to the Board, and reviewing grantee reports.
5. Serving as ambassadors to the District by promoting the District's Community Health Investment programs and services to the community.

**Membership:**

The Committee is comprised of two representatives from the District Board and a minimum of six active community leaders that reflect a range of professional skills and experience in such areas as health care, social services, grantmaking, development, and public policy and represent the geography of the District, as well as racial, ethnic, and gender diversity of constituents. The District's Strategic Initiatives Director (SID) will serve as staff to the Committee. The District's CEO and SID will serve as non-voting members.

The Committee will be chaired by a Director of the PHCD Board. As an advisory body to the Board, the Board retains approval authority. Community Committee members serve 3-year terms and can be re-appointed for one 3-year term before cycling off for at least one year. As an exemption, for the 2023-2024 grant cycle, members were appointed for a one-year term. Returning members are up for consideration for 2 more years to complete a full term of three years.

### **Members and Terms:**

Rick Navarro, Director, Chair

Henry Sanchez, Director, Vice Chair

Kevin Martinez	2023-2024 (1-year term), 2024-2025 (1 <sup>st</sup> term)
Bryan Neider	2023-2024 (1-year term), 2024-2025 (1 <sup>st</sup> term)
Susan Baker	2023-2024 (1-year term), 2024-2025 (1 <sup>st</sup> term)
Crystal Miran	2024-2026 (1 <sup>st</sup> term)
Karrie Mitchell	2024-2026 (1 <sup>st</sup> term)
Bonnie Jue	2024-2026 (1 <sup>st</sup> term)

Approved by Board of Directors 10/18/07

Revised and Approved 10/23/10

Revised and Approved 2/28/2013

Revised and Approved 5/30/15

Revised and Approved 8/29/2017

Revised and Approved 9/20/2018

Revised and Approved 1/16/2019

Revised 8/7/23 and Approved XX/XX/XXXX

Revised 5/30/24 and Approved XX/XX/XXXX



## **Community Grants Program Policy, Guidelines, Eligibility**

### **Policy**

The Peninsula Health Care District exists to address the health needs of our residents. It carries this out through a vigilant monitoring of resident health and seeks opportunities to promote health, ensure access to needed health services, and achieve equity in health outcomes. It achieves this through a variety of health investment strategies from directly providing services and facilities to partnering with service providers through funding support to community-based organizations that address the identified needs of our residents. The Community Grants Program is one of the overall District community health benefit strategies established to recognize and support the essential contribution non-profit organizations make to the health ecosystem.

### **Our Approach**

Peninsula Health Care District seeks organizations that share our mission to support our residents achieving their optimal health and wellness through education, prevention and access to basic health services. We view funding as a partnership. We acknowledge that each community has different strengths and challenges, and we work to tailor our support accordingly. The Community Grants Program is seeking innovative programs that:

- Align with the District's Mission, Vision, and Strategic Priorities
- Improve the health and well-being of District residents as demonstrated by measurable outcomes
- Emphasize a preventive approach
- Address health disparities and promote health equity
- Leverage additional funding to support the program
- Collaborate with other agencies or local government

### **Guidelines & Eligibility**

1. Supports non-profit 501(c)(3) organizations and public agencies that will directly serve residents of San Bruno, Millbrae, Burlingame, Hillsborough, San Mateo, and/or half of Foster City and a small southeast corner of South\_San Francisco.
2. Programs and services that fall within the scope of public health and health care.
3. Grants are made in the range of \$10,000 – \$60,000.



4. Only one grant per applicant organization will be considered.
5. Organizations are eligible to apply for a one-year grant and will be required to make a mid-term and an end-of-term report.
6. Supports direct program costs and consideration given to indirect costs up to 12%.
7. Cannot be used for research projects, fundraising campaigns or events.
8. General operating support will be considered if metrics are identified to increase or improve reach and impact.

### **Community Grants Program - Focus Areas and Priorities**

1. Mental & Behavioral Health Grants
  - Pediatric Mental & Behavioral Health (K-6)
  - Senior Mental Health
  - Reduction of Adverse Child Events (ACE's) and Toxic Stress
2. Preventive Health Grants
  - Health Education
  - Screening Programs
  - Vaccination Programs
  - Evidence-based and/or Innovative Programs that increase access to Preventive Services and Support
3. Healthy Aging across the Life Course Grants
  - Healthy Eating and Nutrition
  - Physical Activity
  - Socialization for Seniors
  - Caregiver Support

### **2025 Grant Cycle Timetable**

Letter of Interest posted	Wednesday, August 7, 2024
Letters of Interest due	Wednesday, August 21, 2024 by 5:00 pm
Full Grant applications due	Monday, October 28, 2024 by 5:00 pm
Committee grant review	Monday, November 18, 2024
Board of Directors approval	Thursday, December 12, 2024

## Community Grants Budget 2025

<b>Impact Partnership Grants (3-Year Grants)</b>	
	\$ 840,492
Samaritan House	\$ (328,577)
Mission Hospice	\$ (177,755)
Lucile Packard Teen Van	\$ (183,750)
Ombudsman Services of San Mateo County	\$ (75,411)
San Bruno Park School District - Wellness Coordinator	\$ (75,000)
<b>Impact Partnership Grants Funds*</b>	<b>\$ -</b>

*\*Impact Partner Category includes an annual inflation clause limited to the lesser of CPI or 5%. Remaining amount reflects a potential difference, and not available funds.*

<b>Community Grants</b>	
	\$ 1,009,508
Two-Year Grants - Committed as part of 2023-2024 grant cycle	\$ (490,000)
<b>Community Grants Available Funds</b>	<b>\$ 519,508</b>

<b>Community Support Funds FY24-25</b>	
	\$ 100,000
Other Grants and Contributions, including Small Grants and Sponsorships	\$ (12,000)
<b>Community Support Available Funds</b>	<b>\$ 88,000</b>

<b>Health Care Workforce Funds</b>	
	\$ 50,000
Tuition Assistance Program	\$ -
<b>Community Support Available Funds</b>	<b>\$ 50,000</b>

<b>Total Budget for 2025</b>	<b>\$ 2,000,000</b>
<b>Total Available for 2025</b>	<b>\$ 607,508</b>



**2024-2025 Community Grants Program  
Letter of Intent (LOI)**

Peninsula Health Care District serves the communities of San Bruno, Millbrae, Burlingame, Hillsborough, San Mateo, half of Foster City and a small southeast corner of South San Francisco.

Peninsula Health Care District seeks organizations that share our mission to support our residents achieving their optimal health and wellness through education, prevention and access to basic health services. We view funding as a partnership, and respectfully acknowledge that each community has different strengths and challenges. We work to tailor our support accordingly.

The Community Grants Program is seeking innovative programs and services that:

- Align with the District's Mission, Vision, and Strategic Priorities
- Improve the health and well-being of District residents as demonstrated by measurable outcomes
- Emphasize a preventive approach
- Address health disparities and promote health equity
- Leverage additional funding to support the program
- Collaborate with other agencies or local government

For the 2024-2025 grant cycle, PHCD has identified three Grant Focus Areas and related Priorities.

<b>Grant Focus Areas</b>	<b>Priorities</b>
Mental & Behavioral Health	<ul style="list-style-type: none"> <li>• Pediatric Mental &amp; Behavioral Health (K-6)</li> <li>• Senior Mental Health</li> <li>• Reduction of Adverse Child Events (ACE's) and Toxic Stress</li> </ul>
Preventive Health	<ul style="list-style-type: none"> <li>• Health Education</li> <li>• Screening Programs</li> <li>• Vaccination Programs</li> <li>• Evidence-based and/or Innovative Programs that increase access to Preventive Services and Support</li> </ul>
Healthy Aging across the Life Course	<ul style="list-style-type: none"> <li>• Healthy Eating and Nutrition</li> <li>• Physical Activity</li> <li>• Socialization for Seniors</li> <li>• Caregiver Support</li> </ul>

**Key Considerations:**

- LOIs should address one Grant Focus Area and will be able to select at least one related priority.
- To demonstrate a strong rationale and significance of their proposal, LOIs must integrate a Health Equity lens leveraging local and organization data and insights.
- Before initiating the Letter of Intent (LOI) process, please review the FAQs on our website, in the Grants section: [peninsulahealthcaredistrict.org](https://peninsulahealthcaredistrict.org). This year, LOIs will be accepted online via a grant platform. We will not accept LOIs via email.

**Please note the following important dates:**

Link to Letter of Interest posted at website	Wednesday, August 7, 2024
Letters of Interest due	Wednesday, August 21, 2024, by 5:00 pm
Full Grant applications due	Monday, October 28, 2024, by 5:00 pm
Committee grant review	Monday, November 18, 2024
Board of Directors approval	Thursday, December 12, 2024

Should you have any questions, please send communications to:  
[grants@peninsulahealthcaredistrict.org](mailto:grants@peninsulahealthcaredistrict.org)



**Letter of Interest and Full Application  
Review Criteria**

1. Organization name
2. Serves PHCD residents
3. Addresses one Grant Focus Area and at least one related Priority, and integrates a Health Equity lens leveraging local and organization data and insights:

<b>Grant Focus Areas</b>	<b>Priorities</b>
Mental & Behavioral Health	<ul style="list-style-type: none"> <li>• Pediatric Mental &amp; Behavioral Health (K-6)</li> <li>• Senior Mental Health</li> <li>• Reduction of Adverse Child Events (ACE's) and Toxic Stress</li> </ul>
Preventive Health	<ul style="list-style-type: none"> <li>• Health Education</li> <li>• Screening Programs</li> <li>• Vaccination Programs</li> <li>• Evidence-based and/or Innovative Programs that increase access to Preventive Services and Support</li> </ul>
Healthy Aging across the Life Course	<ul style="list-style-type: none"> <li>• Healthy Eating and Nutrition</li> <li>• Physical Activity</li> <li>• Socialization for Seniors</li> <li>• Caregiver Support</li> </ul>

4. Clear, strong program description and associated activities
5. Request within range - \$10-60K
6. How funds will be used
7. Total budget - involves leverage additional funding to support the program
8. Location program will take place (city and zip codes for PHCD service area)
9. Demographics of community to be served
10. How program will address health disparities and promote health equity

11. Projected number of people to be served with this funding request
12. Percentage of the projected number reside in PHCD
13. Measurable outcomes
14. Q2 report submitted on time (if a returning grantee, we would need to make sure they submitted their mid-year report due in July)
15. Collaborate with other agencies and/or local government
16. Will requested funds launch, maintain or expand this program
17. Measurement tools used to track impact
18. Organization's history with PHCD

### **PHCD Historical Criteria**

Consideration will be given to organizations that:

1. Adhere to the Board's principles and guidelines
2. Serves District residents
3. Meets the needs of underserved, vulnerable communities
4. Addresses one health priority
5. Innovative approach
6. Achievable outcomes
7. Strong organization's history and track record



**Community Health Investment Committee  
2024 Meeting Schedule & Work Plan**

**Monday, July 15 at 5:00pm - Meeting #1 (1.5 hours)**

1. Present 2025 funding priorities – Mental and Behavioral Health Grants, Preventive Health Grants, Healthy Aging Across the Life Course Grants
2. Review meeting schedule & work plan
3. Member bios and photos
4. Review programs under oversight of CHI Committee

**Monday, September 16 at 5:00pm - Meeting #2 (1.5 hours)**

1. Round 1 – Review Letters of Interest (LOI)

**Monday, October 7 at 5:00pm - Meeting #3 (1.5 hours)**

1. Final Round – Review Letters of Interest (LOI)
2. Determine which organizations advance to application stage

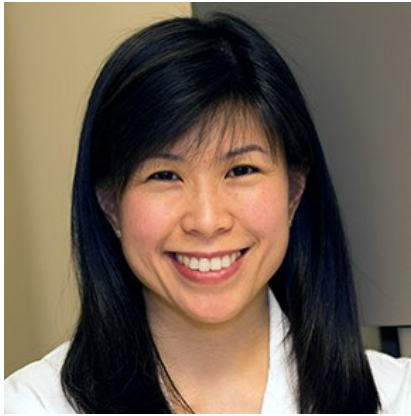
**Monday, October 28** – Applications due

**Wednesday, October 30** – Application review begins in Zengine

**Friday, November 15** – Application review completed

**Monday, November 18 at 5:00pm - Meeting #4 (2 hours)**

1. Application + materials presented by reviewer
2. Committee discussion
3. Recommendations finalized for December 12th Board meeting

**Bonnie Jue, DDS**

Dr. Bonnie Jue is the Community Engagement Director of Sonrisas Dental Health, a non-profit organization dedicated to providing access to quality dental care and oral health education to underserved community members with dignity, respect, and compassion.

Dr. Jue develops clinic-based and mobile dental programs that serve individuals who face barriers to care in San Mateo County.

As an Associate Professor at the University of California San Francisco (UCSF) School of Dentistry, and a dental clinician in both private practice and community health centers for over 30 years, Dr. Jue has focused her career on addressing oral health disparities and improving access to care for underserved and vulnerable populations.

Because one's mouth is the entry way to the rest of the body, she enjoys educating people about how oral health impacts overall health and well-being.



## Crystal Miran Bio

Crystal Miran, MSPAS, MPH, is originally from San Diego, CA. She earned her Bachelor of Science degree in Psychology from the University of California, San Diego, in 2000. After graduation, she worked with Operation Samahan Health Clinic, a community clinic founded on the principles of providing culturally sensitive and quality healthcare to underserved and uninsured community members in San Diego County. There, she helped create programs aimed at reducing teen pregnancy, promoted health education and provided confidential health testing. In parallel, she worked at Planned Parenthood to support youth in a similar capacity. In 2009, Crystal graduated with her Masters degree in Physician Assistant Studies and her Masters degree in Public Health from Touro University.

Crystal has 15 years of experience working as a Physician Assistant, and 13 of those years have been at the San Mateo Medical Center Emergency Department. As an emergency health care provider, she cares for a wide range of patients whose needs affect their quality of life for preventative care and long-term wellness, and addresses emergency needs and hospitalization, as well as a myriad of social issues. Crystal views her patient's health as a partnership where she accepts the responsibility of care alongside their willingness and ability to move forward with a plan of shared-decision making: one's health is not one-sided, we must work together to optimize the health of our community.

Crystal has a particular interest and empathy in working with vulnerable populations, as she was raised in a household with an older sister who has a developmental delay. She watched as her parents advocated and worked tirelessly with so many partners (teachers, doctors, physical therapists, nurses, psychiatrists, social workers, and caregivers) to raise her sister, and overcome challenges and barriers to resources that vulnerable patients and their families often experience.

Crystal lives in San Mateo with her husband and 8-year-old son, and maintains her own health by exercising with her husband and friends, cooking/baking and trying new recipes, keeping up with her soccer-loving son, and reminding herself to practice gratitude and mindfulness.



Dr. Karrie D. Mitchell (she/her) has a lifelong record of serving the community to promote diversity, equity and inclusion. She has been serving as the Vice President of Planning, Research & Institutional Effectiveness at the San Mateo County Community College District since 2018. In this role, Dr. Mitchell provides guidance to the three colleges of the district on operationalizing the strategic plan and measuring the effectiveness of those efforts.

Prior to moving to San Mateo, she worked for over 15 years at Pima Community College in Tucson, Arizona in various roles within administration, instruction, counseling and student life. It was there that she co-founded and served on the board of *Scholarships A-Z*, an organization focused on providing higher education to all students, regardless of immigration status.

Dr. Mitchell values giving back to the community and currently serves on the board as the Vice President of Operations and Risk Manager of the *San Francisco Bay Chapter of the Children's International Summer Village (CISV)*. In addition, she participates in the City of San Mateo's Team Up to Clean Up service team and was recognized by the San Mateo City Council (2023) for her contributions.

Dr. Mitchell holds a Ph.D. in Higher Education Organization and Administration from the University of Arizona, a M.S. in Counseling and College Student Personnel Administration from Kansas State University and a B.S. in Exercise Science from Northern Arizona University. She resides in San Mateo with her partner and various foster mutts from Muttville.